

## **Spring 2013 Students Expected to Test (MME and Grade 11 MI-Access) Report Now Available**

The Students Expected to Test Report displays all students in grade 11 and grade 12 who were not previously included in accountability calculations and were enrolled during the spring 2013 assessment window according to the most recent certified Michigan Student Data System (MSDS) collection. These are the students that the district will be held accountable for unless corrections are made to enrollment/exit dates. Verifying the Students Expected to Test Report is essential for accurate assessment reporting and accountability calculations. Data elements that can only be corrected in MSDS and will impact assessment reporting and accountability include:

- **UIC Verification** – **this is an absolutely critical step.** If the student's unique identification code (UIC) is not correct, none of the updates made to the required fields below will be applied! This means that the UIC status must show as valid on the BAA Secure Site and match the UIC that was submitted for the student in the spring MSDS collection. Students with two or more UICs, must have his/her UICs linked in MSDS.
  - Enrollment/Exit Dates
  - Student Demographics:
    - Economically Disadvantaged
    - Gender
    - Grade Level
    - Homeless
    - Limited English Proficiency
    - Migrant Status
    - Race/Ethnicity
    - Students with Disabilities\*
- \*It is critical for students who took MI-Access that the students with disabilities (special education) flag is set to "Yes". If not, the student's alternate assessment tests will be invalidated.

Corrections needed to UICs, enrollment/exit dates, or student demographics require that the district's MSDS authorized user submits a Student Record Maintenance (SRM) to update a student's MSDS record.

**BAA will pull hourly all student data from MSDS with an "AS OF" date through March 21, 2013 and submitted by 5:00 p.m. on Wednesday, May 1, 2013. If the SRM is to correct student data from the February 13, 2013 general collection, then please use the "AS OF" date of February 13, 2013.**

Detailed instructions for verifying the Students Expected to Test Report are located in the BAA *Secure Site User Manual* ([www.michigan.gov/baa-secure](http://www.michigan.gov/baa-secure)). We urge you to print out these instructions (pages 98-103).

Tested Roster for the Spring 2013 Michigan Merit Examination (MME) and Grade 11 MI-Access will be open April 24 - May 1, 2013; however, do not wait for Tested Roster to open to correct student demographic

issues. The only issues that should be reviewed and reported during the Tested Roster window are invalid tests and missing answer documents. Below is a quick list of dates that impact schools' spring 2013 assessment and accountability data.

### **Spring 2013 Assessment and Accountability Data Timelines**

February 13, 2013    Michigan Student Data System (MSDS) Spring 2013 Supplemental Collection Count Day

April 15, 2013        Students Expected to Test Report Available

April 24, 2013        MME and MI-Access Tested Roster Opens

**May 1, 2013            Deadline to Submit Student Record Maintenance (SRM) to MSDS (with "AS OF" dates on or before 3/21/2013)**

May 1, 2013           MME and MI-Access Tested Roster Closes

If you need assistance or have additional questions, please email us at [baa@michigan.gov](mailto:baa@michigan.gov), or call us at 877-560-8378, and press option 3 for MME, or option 4 for MI-Access. If you are an MSDS authorized user and need assistance, please email [cepi@michigan.gov](mailto:cepi@michigan.gov) or call 517-335-0505.

Best regards,

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